

**BLACK HORSE PIKE REGIONAL SCHOOL DISTRICT
MINUTES OF ACTION MEETING
March 14, 2019**

Mr. Bill Murray called to order the Regular Session at 6:00 pm at Highland Regional High School Office.

Everyone was invited to join in the flag salute.

The Board agreed to have a moment of silence to honor our troops and first responders.

Mr. Frank Rizzo read the Open Public Meetings Preamble.

The New Jersey Open Public Meetings Law was enacted to insure the right of the Public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this act, the Black Horse Pike Regional Board of Education has cause notice of this meeting to be published by having the date, time, and place thereof posted by the Board Secretary in the following manner:

- Posting of the official school bulletin boards located on the schoolhouse door at Triton, Highland, and Timber Creek Regional High Schools on 6/29/18.
- Posting on the front door of the Central Office facility on 6/29/18.
- Mailing written notice to the Philadelphia Inquirer and the South Jersey Times on 6/29/18.
- Filing written notice with the Municipal Clerks of Bellmawr, Gloucester Township and Runnemede on 6/29/18:
- Upon being read at the opening of this public meeting, this notice will be incorporated into the minutes of this meeting.

PRESENT – Ms. Jill Dawson, Mrs. Dawn Leary, Mr. Kevin McElroy, Mrs. Jenn Storer,
Mr. Kevin Bucceroni, Mr. Bill Murray

ABSENT - Dr. Joyce Ellis, Mr. Jay McMullin, Mrs. Patricia Wilson

ALSO PRESENT - Mr. Dan Long, Dr. Brian Repici, Mr. Frank Rizzo,

Mrs. Melissa Sheppard, Ms. Kasha Giddins, Ms. Lisa Owens, Mrs. Mary Baratta, Mr. Joe Newsham

On the motion by Mrs. Jenn Storer, seconded by Mrs. Dawn Leary the Executive Session was called to order at 6:05 pm

HAND VOTE

YES – Ms. Jill Dawson, Mrs. Dawn Leary, Mr. Kevin McElroy, Mrs. Jenn Storer,
Mr. Kevin Bucceroni, Mr. Bill Murray

ABSENT - Dr. Joyce Ellis, Mr. Jay McMullin, Mrs. Patricia Wilson

WHEREAS, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-12 et seq.) requires all meetings of the Black Horse Pike Regional School District (hereinafter "BHPRSD", Board of Education to be held in public, N.J.S.A. 10:4-12(b) sets forth nine types of matters that may lawfully be discussed in Executive Session," i.e. without the public being permitted to attend; and

WHEREAS, the BHPRSD, Board of Education has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public; and

WHEREAS, the nine exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box within which the number of issues to be privately discussed that fall within that exception shall be written, and after each exception is a space where additional information that will disclose as much information about the decision as possible without undermining the purpose of the exception shall be written.

NOW, THEREFORE, BE IT RESOLVED that the BHPRSD, Board of Education will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12(b):

Any matter which, by express provision of Federal Law, State Statute or Rule of Court shall be rendered confidential or excluded from discussion in public

Any matter in which the release of information would impair a right to receive funds from the federal government;

Any matter the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social

service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific

individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publically;

Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body

Any matter involving the purpose, lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed;

Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection;

Any investigations of violations or possible violations of the law; including, but not limited to HIB cases.

Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer;

Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting;

Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility;

WHEREAS, the length of the Executive Session is undetermined; however, the BHPUSD, Board of Education will make every attempt to estimate the time of the session prior to convening the session after which the public meeting shall reconvene at 7:00 pm and the BHPUSD, Board of Education will proceed with business.

NOW, THEREFORE, BE IT RESOLVED, that the BHPUSD, Board of Education will go into Executive Session for only the above stated reasons;

BE IT FURTHER RESOLVED that the BHPUSD, Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the BHPUSD, Board of Education attorney advises that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the school district or any other entity with respect to said discussion.

BE IT FURTHER RESOLVED that the BHPUSD, Board of Education, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the board secretary to take the appropriate action to effectuate the terms of this resolution.

BE IT FURTHER RESOLVED that the Board Secretary on the next business day following this meeting, shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by N.J.S.A. 47:1A-1 et seq.

On the motion of Mr. Kevin Bucceroni, seconded by Mrs. Jenn Storer, the Board of Education adjourned from Executive Session at 6:58 pm.

HAND VOTE

YES – Ms. Jill Dawson, Mrs. Dawn Leary, Mr. Kevin McElroy, Mrs. Jenn Storer, Mr. Kevin Bucceroni, Mr. Bill Murray

ABSENT - Dr. Joyce Ellis, Mr. Jay McMullin, Mrs. Patricia Wilson

Mr. Bill Murray asked for any emergency items.

Mr. Bill Murray asked for public comment. There were no public comments.

A. INFORMATION ITEMS

1. Required Monthly Drills

	Date	Time	Evac Time	Type of Drill
Triton	2/5/19	11:50 am	2 min. 41 sec.	Fire Drill
	2/20/19	11:25 am	10 minutes	Shelter in Place
Highland	2/6/19	9:35 am	4 minutes	Fire Drill
	2/21/19	9:29 am	9 minutes	Lockdown
	2/21/19	10:15 am	5 minutes	Shelter in Place
Timber Creek	2/8/19	12:30 pm	5 minutes	Shelter in Place
	2/20/19	8:39 am	3 min. 42 sec.	Fire Alarm Drill
Twilight	2/13/19	6:10 pm	7 minutes	Shelter in Place
	2/17/19	5:10 pm	5 minutes	Fire Drill
Bus Evacuations – nothing to report				

2. Board Attendance

3. Committee Meeting Schedule/Reports

Curriculum/Special Ed/Student Affairs	Nothing to Report
Facilities/Security/Transportation	Nothing to Report
Finance/Technology	Nothing to Report
Negotiations	Nothing to Report
Personnel	Nothing to Report
Policy/Planning	Nothing to Report
Public Relations/Media/Bd Relations	Nothing to Report
Shared Services	Nothing to Report

B. MANDATED MONTHLY ACTION ITEMS

Mr. Frank Rizzo presented Item #7B: 1, 2, 3, 4, 5 for approval.

On the motion of Mr. Kevin McElroy, seconded by Mrs. Dawn Leary, Item #7B: 1, 2, 3, 4, 5: approved.

ROLL CALL VOTE

YES – Ms. Jill Dawson, Mrs. Dawn Leary, Mr. Kevin McElroy, Mrs. Jenn Storer, Mr. Kevin Bucceroni, Mr. Bill Murray

ABSENT - Dr. Joyce Ellis, Mr. Jay McMullin, Mrs. Patricia Wilson

1. Minutes

Move that the Board of Education act to approve the minutes of the following meetings as submitted by the Board Secretary/Business Administrator and that the Executive Session minutes be released to the public for all items that no longer need to be held confidential:

Minutes of January 17, 2019 Executive Session – Released to the Public

Minutes of February 28, 2019 Exec Session

Minutes of February 28, 2019 Workshop/Action

2. Budget/Account Transfers

Move to approve the Budget Transfers as shown.

3. Bill List

Move that the bills submitted be paid and the officers’ action in making payment therefore is hereby approved.

4. Cash/Wire Transfers

Move that the Board of Education approve the cash/wire transfers as shown.

5. Board Secretary/Business Administrator’s Report

Move that the Board of Education approve the report of the Board Secretary/Business Administrator.

Mr. Frank Rizzo presented Item #7B: 6, 7, 8, 9, 10 for approval.

On the motion of Mr. Kevin McElroy, seconded by Mrs. Dawn Leary, Item #7B: 6, 7, 8, 9, 10: approved.

ROLL CALL VOTE

YES – Ms. Jill Dawson, Mrs. Dawn Leary, Mr. Kevin McElroy, Mrs. Jenn Storer, Mr. Kevin Bucceroni, Mr. Bill Murray

ABSENT - Dr. Joyce Ellis, Mr. Jay McMullin, Mrs. Patricia Wilson

6. Reconciliation of Statements Report

Reconciliation of Statements Report in accordance with 18A:17-36 and 18A:17-9 for the month of February 2019. The Reconciliation Report and Secretary’s report are in agreement for the month of February 2019. Move that the Board of Education approve the Reconciliation of Statements report.

7. Budget Certification

BOARD’S CERTIFICATION

Board of Education Certification – pursuant to N.J.A.C. 6A:23A – 16.10 (c) 4 We certify that after review of the secretary’s monthly financial report (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge no major accounts or fund has been over expended in violation of N.J.A.C. 6A:23A – 16.10 (b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

BOARD SECRETARY’S CERTIFICATION

Board Secretary’s Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of February 2019. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 23A – 16.10 (c) 3 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

CHANGE IN ANTICIPATED REVENUE

Board Secretary in accordance with N.J.A.C. 6A:23A – 16.10 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.

8. Cafeteria Fund Analysis

Move that the Board of Education approve the Cafeteria Fund Analysis.

9. Student Activity Account Report

10. Use of Facilities

C. Other Monthly Action Items

Mr. Frank Rizzo presented Item #7C: 1, 2 for approval.

On the motion of Mr. Kevin McElroy, seconded by Mrs. Dawn Leary, Item #7C: 1, 2: approved.

ROLL CALL VOTE

YES – Ms. Jill Dawson, Mrs. Dawn Leary, Mr. Kevin McElroy, Mrs. Jenn Storer, Mr. Kevin Bucceroni, Mr. Bill Murray

ABSENT - Dr. Joyce Ellis, Mr. Jay McMullin, Mrs. Patricia Wilson

1. Frontline Education Contract

Move that the Board of Education approve the contract with Frontline Education for IEP Direct (see attached exhibit)

2. Adoption of 2019 – 2020 School Budget for submission to the Executive County Superintendent

a) Move that the Board of Education adopt the 2019 – 2020 budget for submission to the Executive County Superintendent in the amount of:

BE IT RESOLVED to approve the 2019 – 2020 school district budget.

	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund	\$ 77,533,976	\$ 33,944,551
Special Revenue Fund	\$ 1,388,938	-----
Debt Service Fund	<u>\$ 2,916,574</u>	<u>\$ 1,641,581</u>
Total Base Budget	\$ 81,839,488	\$ 35,586,132

b) Move that the Board of Education approve the following:

Resolved, that there be raised for General Fund \$ 33,944,551 for the ensuing school year 2019 -2020 allocated among the constituent municipalities as follows:

<u>Municipality</u>	<u>2019 - 2020 Percent Share</u>	<u>Local Tax Levy</u>
Borough of Bellmawr	11.8834796	\$ 4,228,871
Township of Gloucester	79.4626390	\$ 28,277,680
Borough of Runnemede	8.6538812	\$ 3,079,581

This budget reflects an overall tax levy increase of 1.22%

Travel Expenditure Maximum

Pursuant to NJAC 6A:23A-7.3, the board of education establishes \$175,000 as the maximum travel expenditure.

A. PERSONNEL

Dr. Repici presented Item #8A: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12 for approval.

On the motion of Ms. Jill Dawson, seconded by Mrs. Jenn Storer, Item #8A: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12 approved.

ROLL CALL VOTE

YES – Ms. Jill Dawson, Mrs. Dawn Leary, Mr. Kevin McElroy, Mrs. Jenn Storer, Mr. Kevin Bucceroni, Mr. Bill Murray

ABSENT - Dr. Joyce Ellis, Mr. Jay McMullin, Mrs. Patricia Wilson

ABSTAINED from #8A: 1 – Mrs. Dawn Leary and Mr. Bill Murray

1. Co-curriculum Appointments

The Superintendent recommends the persons shown on schedule A, highlighted in yellow, be appointed to the listed co-curriculum/athletic coaching positions at the stipends shown for the 2018-2019 school year and are paid for time served in the positions. Approval is recommended.

2. Resolution for Emergency Hiring

Nothing to Report

We are now required to submit each month to the County Education Office a list of persons we have hired that have not yet received final approval of their criminal history check. The Superintendent recommends approval of the resolution shown on SCHEDULE B that lists those persons and the positions to which they have been appointed.

3. Appointment: Per Diem Substitute

The persons listed on SCHEDULE C are recommended for employment as per diem substitute staff for the 2018-2019 school year, pending completion of all pre-employment requirements. Certificates held and compensation rates are also shown. Approval is recommended.

4. Approval: Professional Development/School Business Requests

The Superintendent recommends approval of the Professional Development/School Business requests shown on SCHEDULE D. Details of these requests and costs to the district are shown on the schedule.

5. Approval Resignation

The Superintendent recommends Board of Education approval of the following resignation:

B. Arington, a Social Studies teacher, at Triton High School, has submitted a letter of resignation, to be effective May 3, 2019. The Superintendent recommends acceptance of the resignation.

K. Giddins, a Principal, at Timber Creek High School, has submitted a letter of resignation, to be effective June 30, 2019. The Superintendent recommends acceptance of the resignation.

6. Approval Student Teaching Assignments

The Superintendent recommends Board of Education approval be granted for the following **Rowan University** students to serve their student teaching assignments for the 2019-2020 school year.

Student (Practicum Placement): Veronica Menna*
Dates: September 4, 2019 through October 25, 2019 and
March 16, 2020 through May 6, 2020
Supervised by: Chris Tumminia
School: Highland
Subject: Music – Instrumental
*Pending completion of all paperwork.

Student (Clinical Practice): William Saucier*
Dates: September 3, 2019 through December 10, 2019 and
January 21, 2020 through May 6, 2020
Supervised by: Chris Grottini
School: Timber Creek
Subject: Social Studies
*Pending completion of all paperwork.

7. Approval Leave of Absences

#1303, has requested an unpaid leave of absence for child rearing, date TBD for the 2018-2019 school year. Anticipated start date for the 2019-2020 school year is September 3, 2019 through October 21, 2019.

#0726, has requested a revised leave of absence beginning May 16, 2019 through June 3, 2019. Using any personal and sick days earned.

#0192, has requested a medical leave of absence beginning March 27, 2019. Anticipated return to work is May 13, 2019, using sick days.

#0730, has requested a leave of absence for child rearing beginning September 3, 2019 through January 20, 2020, using nine sick days and the rest unpaid. Anticipated return to work on January 21, 2020.

8. Appointment: Mentor 2018-2019 School Year

The Superintendent requests Board of Education appointment of the Mentor for Beginning Teacher Induction Program 2018-2019. Details are shown on SCHEDULE H.

9. Approval: Intramural Program Aide

The Superintendent recommends Board of Education approval for the employee listed on the attached schedule as an Intramural Program Aide for the Spring 2019 season. Details are shown on SCHEDULE I.

10. Approval Retirement Date Adjustment

The Superintendent recommends the Board of Education approval for the change of date for G. Saunders from October 19, 2019 to November 1, 2019.

11. Appointment: Bus Aide

The Superintendent recommends the appointment of the new hire for the school year 2018-2019. Details of the assignment and salary are shown on SCHEDULE J.

12. Appointment: Support Staff

The Superintendent recommends the appointment of the new hires for the school year 2018-2019. Details of the assignment and salary are shown on SCHEDULE K.

B. ATHLETICS Nothing to Report

C. POLICY

Dr. Repici presented Item #8C: 1 for approval.

On the motion of Mrs. Jenn Storer, seconded by of Mr. Kevin Bucceroni, Item #8C: 1: approved.

ROLL CALL VOTE

YES – Ms. Jill Dawson, Mrs. Dawn Leary, Mr. Kevin McElroy, Mrs. Jenn Storer,

Mr. Kevin Bucceroni, Mr. Bill Murray

ABSENT - Dr. Joyce Ellis, Mr. Jay McMullin, Mrs. Patricia Wilson

1. Second Reading– For Review of Policies & Procedures/Regulations

Policy:

- 1110 Organizational Chart
- 2415.06 Unsafe School Choice Option
- 2422 Health and Physical Education
- 2610 Educational Program Evaluation
- 4219 Commercial Driver’s License Controlled Substance and Alcohol Use Testing
- 5111 Eligibility of Resident/Nonresident Pupils
- 5330.04 Administering an Opioid Antidote
- 5337 Service Animals
- 5600 Student Discipline/Code of Conduct
- 5611 Removal of Students From The General Education Program for Weapons/Firearms Offenses
- 5612 Assault on District Board Members or Employees
- 5613 Removal of Students for Assaults with Weapons Offenses
- 5756 Transgender Students
- 7440 School District Security
- 8461 Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and other Offenses Abuse
- 8561 Procurement Procedures for School Nutrition Programs

Regulation:

- 2460.8 Special Education-Free and Appropriate Public Education
- 5111 Eligibility of Resident/Nonresident Students
- 5330.04 Administering an Opioid Antidote
- 5530 Substance Abuse
- 5600 Student Discipline/Code of Conduct
- 5611 Removal of Students From The General Education Program for Weapons/Firearms Offenses
- 5612 Assault on District Board Members or Employees
- 5613 Removal of Students for Assaults with Weapons Offenses
- 7440 School District Security
- 8461 Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and other Offenses Abuse

H. MISCELLANEOUS

Dr. Repici presented Item #8H: 1, 2, 3, 4, 5, 6, 7, 8 for approval.

On the motion of Mrs. Jenn Storer, seconded by of Mrs. Dawn Leary, Item #8H: 1, 2, 3, 4, 5, 6, 7, 8: approved.

ROLL CALL VOTE

YES – Ms. Jill Dawson, Mrs. Dawn Leary, Mr. Kevin McElroy, Mrs. Jenn Storer, Mr. Kevin Bucceroni, Mr. Bill Murray

ABSENT - Dr. Joyce Ellis, Mr. Jay McMullin, Mrs. Patricia Wilson

1. Special Education - Out of District Placements 2018-2019

For the school year 2018-19, the Child Study Team has placed the classified students listed on SCHEDULE E in special education institutions believed to be the best staffed and equipped to deal with the specific learning disabilities identified for these students. Acknowledgement of the Board of Education for these placements is requested.

2. Harassment Intimidation & Bullying (HIB) Investigations

Be it resolved that the Black Horse Pike Regional School District Board of Education acknowledges that the HIB investigations were presented within the Executive Session portion of the March 14, 2019 Board of Education Meeting by the Superintendent of Schools and the District Anti-Bullying Coordinator. Details are shown on SCHEDULE F.

Be it resolved that the Black Horse Pike Regional School District Board of Education approves the results of the HIB Investigations that were presented and acknowledged within Executive Session portion of the February 28, 2019 Board of Education Meeting by the Superintendent of Schools and the District Anti-Bullying Coordinator. Details are shown on the attached schedule.

3. Overnight Field Trips

The Superintendent recommends the Board of Education approval for the following Overnight Field Trips:

Date of Event: May 2 through May 5, 2019
Nature of Event: Indoor Color Guard and Percussion Championship
Location: Wildwood, NJ
Transportation: Bus
Students: 30 – Highland Students
Chaperone(s): Chris Tumminia
Cost to District: To be paid from Co-Curricular Music Account

Date of Event: May 2 through May 5, 2019
Nature of Event: Indoor Color Guard and Percussion Championship
Location: Wildwood, NJ
Transportation: Bus
Students: 30 – Timber Creek Students
Chaperone(s): Nora Hartley
Cost to District: To be paid from Co-Curricular Music Account

4. Approval Field Trips

The Superintendent recommends Board of Education approve the field trips that are shown on the attached schedule. Details are shown on the attached SCHEDULE L.

5. Approval: Volleyball Club

The Superintendent recommends Board of Education approval of the proposal to establish Volleyball as a club at Triton High School. Details are shown on the attached SCHEDULE M.

6. Approval Highland Chaperones Senior Trip

The Superintendent recommends Board of Education approval for the following Highland Class of 2019 Senior Trip Chaperones. The Senior Trip is scheduled for April 8, 2019 through April 12, 2019.

Dan Beaver	Ron Strauss	Cathy Linane
Ed Casey	John Senft	Christine Durante
Audrey DiRenzo	Megan Blackman	Frank Pleafka

Alternates:

Ygor Carvalho	Tiffany Strauss
Mark Bruder	Kristina Nicolo

7. Approval: Supervised & Sponsored Activities

The Superintendent recommends Board of Education approval for all supervised and sponsored activities that are approved by Administration for the 2018-2019 school year.

Item added to Agenda during meeting

8. Long-term Student Suspension

The Superintendent is recommending the long-term suspension of #2010710 and #2010618 with educational services provided through home instruction.

INFORMATION ITEMS

Dr. Brian Repici, Superintendent
Nothing to Report

BUSINESS/TECHNOLOGY UPDATE

Mr. Frank Rizzo, Board Secretary/Business Administrator
Nothing to Report

CURRICULUM UPDATE

Mr. Matthew Szuchy, Director of Curriculum & Instruction
"School Performance Report"

PERSONNEL UPDATE

Mrs. Julie Scully, Director of Personnel Management
Nothing to Report

Mr. Bill Murray asked for public comment – there was none.

On the motion of Mrs. Jenn Storer, seconded by Mr. Kevin Bucceroni the Board of Education adjourned at 8:08 pm.

Hand Vote

YES – Ms. Jill Dawson, Mrs. Dawn Leary, Mr. Kevin McElroy, Mrs. Jenn Storer,

Mr. Kevin Bucceroni, Mr. Bill Murray

ABSENT - Dr. Joyce Ellis, Mr. Jay McMullin, Mrs. Patricia Wilson

Respectfully submitted,

Frank Rizzo
Board Secretary

FR/gb